

Computer Class Schedule
June 2010 -- December 2010

Date	Class	Time	Location	Instructor
May 18 – June 24, 2010	Beginners	10:00 – 12:00 Tues. and Thurs.	Resident Computer Lab	Rich Schmidt CS-313 Herb Bartlett HP-401 William Sifford FV-407
<i>No Classes in July and August</i>				
Sep 14 – Oct 14	MS Word	10:00 – 12:00 Tues. and Thurs.	Resident Computer Lab	Rich Schmidt, CS-313

A class on Excel (spreadsheet) will follow Word if we get enough sign-ups. It will start Oct 19 and run three weeks on Tues and Thurs to November 4 then, after a three week break, will continue on Nov 30 and Dec 2, with an optional 5th week Dec 7 and 9 for those interested in pivot tables.

To get on the wait list for the classes, contact Robert Bonner

Email: rbonner@aeitv.net

Actual sign-ups will not occur until two or three weeks ahead of the class.

Get on the List Now. It is not too early.

See more information about the Excel Class on page 2

Computer Class on Microsoft Excel (Spreadsheets)

Four Class Sessions:

10:00 AM – 12 Noon, Tuesday mornings, October 19, 26, November 2, 30.

If interested, there will be a fifth session on December 7 for pivot tables.

and

Four Practice Sessions:

10:00 AM – 12 Noon, Thursday mornings, October 21, 28, November 4, December 2.

Optional: December 9 for pivot tables.

Resident Computer Lab

Learn Excel basics, charts and graphs, formulas and functions to manipulate data, advanced formatting to make your spreadsheets easier to use and read. If interested, attend fifth session and fifth practice session to learn to create a pivot table.

It will be taught by Richard Schmidt (CS 313).

We plan to have up to 8 people in the class.

The total charge for the 4 weekly class meetings including the 4 practice sessions is \$20.

To enroll, make out a check to GSV Computer Club and send to Richard Schmidt, CS-313. Write "Computer Class" in lower left corner of check.

We are planning to fill the class on a first come, first serve basis. So, when you place your check in CS-313, include a note with date and time of day.

??? Rich Schmidt, 703 912-1452